

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. WORK SESSION
January 10, 2017

PRESIDING:	Mark Shepherd	Mayor
PRESENT:	Kent Bush	Councilmember
	Nike Peterson	Councilmember
	Vern Phipps	Councilmember
	Tim Roper	Councilmember
	Bruce Young	Councilmember
STAFF PRESENT:	Adam Lenhard	City Manager
	JJ Allen	Assistant City Manager
	Stuart Williams	City Attorney
	Teresa Allen	Victim Services Advocate
	Scott Hodge	Public Works Director
	Spencer Brimley	Development Services Manager
	Greg Krusi	Police Chief
	Eric Howes	Community Services Director
	Curtis Dickson	Community Services Deputy Dir.
	Summer Palmer	Administrative Services Director
	Rich Knapp	Finance Manager
	Trevor Cahoon	Communications Coordinator
	Nancy Dean	City Recorder
	Kim Read	Deputy City Recorder

VISITORS: Kathryn Murray, Brady Jugler – Planning Commission

Mayor Shepherd called the meeting to order at 6:00 p.m.

UPDATE ON THE VICTIM SERVICES PROGRAM

Stuart Williams, City Attorney, introduced Teresa Allen, Victim Services Coordinator, to the Council and announced one of the grant requirements for Victim Services was for her to share a presentation with the Council. She presented a brief background of herself to the Council.

She announced there were three main goals for the grant and spoke specifically about each goal:

- Reduce trauma to victims of crime.
- Enhance victim services by identifying resources.
- Advocate for victims through court process.

She shared statistics and highlights regarding services and benefits provided by the program to residents. Councilmember Bush asked if she only provided services to residents of Clearfield City, Ms. Allen responded she assisted victims of crime that occurred in Clearfield City. Councilmember Peterson asked if her services were applicable to all crime not specifically

domestic violence. Ms. Allen indicated the grant also allowed her to provide services to victims of vehicular crime. Councilmember Phipps expressed his surprise at the amount of crime and victims within the City just from October through December.

Councilmember Roper asked how victims were aware the City employed an individual to assist them. Ms. Allen responded not only did she contact victims directly but she shared information on 211 and the Davis County Resource directories. Mr. Williams added the City's police officers were required to refer victims to Ms. Allen. JJ Allen, Assistant City Manager, mentioned the availability of the services had also been spotlighted on social media.

DISCUSSION ON THE AWARD OF BID FOR Z STREET IMPROVEMENTS IN FREEPORT CENTER

Scott Hodge, Public Works Director, stated the City recently completed the bid process to replace a culinary water and sewer line in Freeport Center and briefly explained the project. He informed the Council that all bids received for the project exceeded the amount of appropriated funds from both the water and sewer funds. He reported staff worked with the City Engineer to determine if the project could be modified to complete necessary improvements and shared the proposed recommendations:

- Reducing the size of the culinary water line servicing the one building before it dead ends from 12-inch to 8-inch,
- Eliminating two fire hydrants and installing a new fire hydrant at a more convenient location for firefighters to use if needed, and
- Reducing the project by approximately 300 feet.

He stated the project reductions recognized a decrease in the cost of the project by approximately \$100,000; however, there was still a deficit in funding to complete the project. He recommended amending the budget to appropriate \$85,000 from the culinary water fund toward the project. He requested direction from the Council on whether to reduce the scope of work and amend the budget.

Councilmember Phipps inquired why there was such a difference between the estimated amount and the actual received bids. Mr. Hodge responded construction costs had increased since the estimate was calculated approximately two years previous as well as the project scope was expanded. He explained there was a PRV (Pressure Reduction Valve) station located at the south end of the project which needed to be replaced which was part of the expansion of the project. Councilmember Peterson inquired about the PRV station and Mr. Hodge explained what it was and why it needed to be replaced. He added City staff was currently working on its fifth water leak in one day at the Freeport Center concluding PRV's were critical in Freeport Center because of the aged infrastructure.

Councilmember Young arrived at 6:20 p.m.

Councilmember Peterson inquired if it would be cost effective to complete the project in its entirety now as opposed to having to complete the eliminated items at a later time. Mr. Hodge

stated he was comfortable with the project as it was currently proposed and mentioned there was some newer infrastructure near the newer buildings.

Councilmember Bush asked when the project would begin. Mr. Hodge reported the contractor was anxious to begin and suggested a February or March start date. He mentioned the City would need to coordinate with Freeport Center and its tenants during the construction process.

DISCUSSION ON SNOW REMOVAL AND WINTER PARKING ENFORCEMENT

Scott Hodge, Public Works Director, apologized for phone calls from residents complaining about snow removal due to the recent storms. He explained the process used during the snow storm experienced on Christmas day, Sunday, December 25, and indicated mistakes had been made in making the decision to plow cul-de-sacs on the following Tuesday, December 27, as opposed to Monday, December 26. He stated every snow storm was different as well as the number of staff available to plow and mentioned the Christmas day storm lasted all day and he wanted his employees to have the opportunity to spend time with their families. He also indicated trash cans placed at the curb for trash collection impeded snow removal efforts. He clarified with the most recent storms, cul-de-sacs had been plowed the same day all other roads were plowed and mentioned equipment failure had also been a factor.

Councilmember Roper asked about street prioritization specific to snow removal. Mr. Hodge responded bridges, main arterial roads and school routes were always the first to get plowed with residential streets being secondary. Councilmember Bush inquired about the impact of on-street parking had on snow removal. Mr. Hodge mentioned on-street parking created a safety hazard for snow plow drivers who had to swerve around parked vehicles while also adapting to poor road conditions.

Adam Lenhard, City Manager, stated the law had changed regarding the citing of vehicles parked on the street during winter months and emphasized staff was aware of the problem regarding enforcement. He believed the City was close to proposing a resolution.

Mr. Hodge reported there were over 100 cul-de-sacs within Clearfield City and explained the challenges associated with snow removal specific to them. He also reported there were 30 knuckles and another 30 dead end streets. He stated all of those types of areas were identified last on the priority list.

Mr. Lenhard requested the Council express its concerns regarding snow removal to appropriate staff when they became aware of issues.

UPDATE ON THE GOOD LANDLORD PROGRAM

Adam Lenhard, City Manager, informed the Council that the City's Good Landlord Program had been in place for nearly a decade. He explained the purpose in creating the program was to reduce the burden that was being placed on the City's Police Department. He stated the City had patterned its program after West Valley City's program and was the third city in the state to adopt a similar program.

He explained the program was intended to be a partnership between the City and landlords to solve a common problem. He informed the Council that the program required landlords to obtain a business license and once a landlord joined the program he or she would receive a decrease in the business license fee. He explained how the required training was offered and mentioned the City had attempted to simplify the training portion.

He shared statistics regarding the program and expressed his opinion those not currently participating were most often single family homes. He expressed his opinion the program had met the City's objective since calls requesting police services had decreased since its inception. He also acknowledged statistics showed a decrease in crime nationally. He summarized the program was a success although not without problems and spoke specifically to some of those challenges:

- The felon exclusion,
- The number of staff available to administer the program,
- Computer programs which don't interface or talk to one another, and,
- Software and programming issues which contributed to inefficiencies.

Mr. Lenhard explained the felon exclusion to the Council which didn't allow participants in the program to rent to individuals with felony convictions. He suggested that stipulation alone contributed to the reduction of crime within the City and believed it was key to the City's program.

He stated the felon exclusion recently came under attack at the State Legislature. He explained a coalition comprising of ACLU (American Civil Liberties Union), State Department of Corrections, Adult Probation and Parole, and a number of legislators, interested in the Justice Reform Initiative (JRI), recently studied the felon exclusion and believed it was an impediment to those individuals. He reported there were currently 12 cities which had felon exclusions included in their programs with West Valley being the largest and added West Valley City determined it wouldn't take on that fight. He stated Ogden City recently voluntarily waived the felon exclusion. Mr. Lenhard expressed his opinion if cities couldn't choose to have a felon exclusion the Good Landlord Program might become obsolete.

He informed the Council that as a compromise to proposed legislation last year a committee was formed to consider alternative solutions and the legislator proposing changes agreed to hold off running new legislation. He reported that particular legislator stated he would not be drafting additional legislation specific to the felon exclusion during the upcoming Legislative session in light of Ogden City's waiver. He concluded without Ogden and West Valley in the fight Clearfield would be the largest entity offering a Good Landlord Program with the felon exclusion.

He presented the following options for the Council to consider:

- Continue to run the program as it currently existed.
- Eliminate the Good Landlord Program and revert to a strict business license only. He pointed out that option would result in a decrease in revenue; however, he believed the

revenue loss would be made up for in freeing up staff time to enforce the Good Landlord Program.

- Modifying the program either proactively or wait until legislation specified what could be enforced.

He recommended eliminating the Good Landlord Program and reverting back to the Crime Free Program and explained the consequences of doing so to the Council. He added the City would also have to re-write its disproportionate fee study and suggested contracting that service. He explained the Crime Free Program and emphasized it wasn't a crime prevention program; rather, it would provide tools for landlords. He requested direction from the Council and a discussion followed.

Councilmember Phipps recalled the City was attempting to control the number of rentals within the City as well as prevent crime when it initiated the Good Landlord Program. He expressed his concern about eliminating the program because there appeared to be additional benefits associated with it. He suggested removing the felon exclusion and continue with the program.

Mr. Lenhard explained the City could only assess a disproportionate fee for rentals, those creating the disproportionate cost, if the City could provide a program which also allowed for a reduction of those fees, otherwise known as an incentive. A discussion followed regarding scenarios for fees the Council should consider.

Councilmember Young expressed concern the City was being told it couldn't implement a system which would reduce recidivism rates within its community and a discussion followed.

Mayor Shepherd suggested taking a wait and see approach until the City was required to eliminate the felon exclusion from its program and the Council agreed.

Councilmember Bush moved to adjourn the work session and reconvene in a City Council policy session at 7:00 p.m., seconded by Councilmember Peterson. All voting AYE.

The work session reconvened at 7:32 p.m.

UPDATE ON THE GOOD LANDLORD PROGRAM CONTINUED

Adam Lenhard, City Manager, stated he wanted to make the Council aware of the legislative threats to the City's Good Landlord Program and wanted it to anticipate the need to plan for required changes in the future. He concluded the Council desired to maintain the current program as it was currently implemented until obligated to make changes by legislation.

UPDATE ON THE MABEY POND IMPROVEMENTS

This item was removed from the agenda and would be discussed at a later date.

DISCUSSION ON GATEWAY SIGNAGE

This item was removed from the agenda and would be discussed at a later date.

DISCUSSION ON THE MAINTENANCE AND OPERATIONS CENTER

Scott Hodge, Public Works Director, shared a visual illustration of the proposed new Maintenance Operations Center (Public Works and Parks facility). He informed the Council that a review of the plans had recently been completed and reported the architect was finishing with the few identified items. He anticipated the project going out to bid sometime in February or March.

He referred to the illustration and reviewed the configuration of buildings and purpose of each. He stated the main building would be completed with a masonry type construction and shared the visual architectural plan and reviewed it with the Council. He explained the power line providing electricity to Jennmar would need to be relocated and reported it would cost approximately \$50,000. He stated one of the first things which would take place was the relocation of the fueling station and mentioned it would be a challenge to stay operational during the entire construction process.

He explained the bid process and timeline associated with the project and suggested a nine month construction process was anticipated. He expressed his hope the project would be completed early 2018.

The meeting adjourned at 7:45 p.m.

**APPROVED AND ADOPTED
This 24th day of January, 2017**

/s/Mark R. Shepherd, Mayor

ATTEST:

/s/Nancy R. Dean, City Recorder

I hereby certify that the foregoing represents a true, accurate, and complete record of the Clearfield City Council meeting held Tuesday, January 10, 2017.

/s/Nancy R. Dean, City Recorder